

**CITY OF NEWTON, MASSACHUSETTS**  
**PURCHASING DEPARTMENT**  
[purchasing@newtonma.gov](mailto:purchasing@newtonma.gov)  
Fax (617) 796-1227

January 4, 2010

**ADDENDUM #2**

Request For Proposal #10-30

**SPECIAL EDUCATION CONSULTANT**

THIS ADDENDUM IS TO: **Answer the following Questions:**

**Q1.** Page Limit: \* The RFP instructs those who submit a proposal to keep the Technical Proposal to a 50 page limit. Within the instructions for the Technical Proposal (page 5) are requirements to submit consultant resumes (# 2) and supporting documents from previous studies (# 4). Please confirm that these can be attached as appendices, as described on page 4 ("Be sure to include a Letter of Interest, Technical Proposal (not to exceed 50 pages), examples of comparable projects, and resumes of key personnel.")

**A1. Yes, they are to be included as appendices or attachments.**

**Q2.** Price Proposal: \*The RFP instructs those who submit to provide one "total fixed fee" using a formula that calls for one per hour rate (page 14). Is there more detail required than this? How should we handle the variation in hourly rates of different consultants?

**A2. All proposers shall submit their cost(s) on the attached REVISED PRICE PROPOSAL. Any proposer not submitting the REVISED PRICE PROPOSAL shall be deemed unresponsive. Proposers must include a schedule or table of the different consultants, their hourly rates and the estimated number of hours that they will perform consultation services throughout the project, as well as their resumes.**

All other terms and conditions of this bid remain unchanged

**PLEASE ENSURE THAT YOU ACKNOWLEDGE THIS ADDENDUM ON YOUR BID FORM**

Thank you.



Re Cappoli  
Chief Procurement Officer

**R e v i s e d**

**Price Proposal**

**(To be submitted in a separate sealed envelope marked as below)**

**City of Newton  
Purchasing Department  
RFP # 10-30  
Newton Public Schools**

**A Study of the Special Education Services provided by the Newton Public Schools**

"The price proposal (one original copy) must be submitted without "conditions or exceptions" and must be submitted under separate cover and in a sealed envelope.

The price proposal set forth in this proposal shall constitute full and complete compensation for the services to be provided by the Consultant/Firm. There shall be no reimbursement for out-of-pocket or other expenses incurred by the Consultant in connection with the performance of the services. Any exceptions may result in proposal rejection.

Price proposal for Special Education Evaluation and Assessment Study with Recommendation  
Implementation Plan

Senior Consultant \$ _____	per hr. x _____	# of hours = _____	\$ _____	Sub Total
2 <sup>nd</sup> Consultant \$ _____	per hr. x _____	# of hours = _____	\$ _____	Sub Total
3 <sup>rd</sup> Consultant \$ _____	per hr. x _____	# of hours = _____	\$ _____	Sub Total
			<b>\$ _____</b>	<b>TOTAL</b>

**Total Fixed Contract Price in words:** \_\_\_\_\_

Name(Print) \_\_\_\_\_ Signature: \_\_\_\_\_

Company: \_\_\_\_\_ Title: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Tel: \_\_\_\_\_ Fax: \_\_\_\_\_

Email \_\_\_\_\_